**FOCUS, OBSERVE**

**Week of November 4-8, 2013**

**Region Leadership Teams**

**Guiding Question:**

How does the regular use of data to improve student learning and how might we, at the district-level, support buildings in their work to improve student learning?

**Long term target:**

Implement the regular use of data to improve student learning using the Data Wise process

**Short term targets:**

* Understand the importance of clarifying the purpose of an observation
* Learn the objectives of a FOCUS meeting
* Use descriptive language to bring out details of what we see
* Describe teaching and learning using evidence

**Read in Advance:**

* *Data Wise,* pp. 20-28 (BLUE)
* *Data Wise in Action,* pp. 9-28 (GREEN)
* *Data Wise,* pp. 97-115 (BLUE)
* *Data Wise in Action,* pp. 87-104 (GREEN)
* *\*\*(For facilitator:* Elizabeth A. City, Richard F. Elmore, Sarah E. Fiarman, and Lee Teitel. Chapters 4 and 5 in *Instructional Rounds in Education*. Cambridge, MA: Harvard Education Press, 2009.)

**Materials:**

* Chart paper (label with “FOCUS: did 5th grade team meet objectives?)
* Markers
* Blank paper for each participant
* One Vivid Image per person

**Handouts in Notebook:**

* Agenda
* Purpose and Tasks Chart
* Background Information

**Roles for this meeting:**

* Facilitator: ERD
* Timekeeper: TBD
* Recorder: TBD

**AGENDA**

|  |  |
| --- | --- |
| **15 min** | Welcome and introduction   * review agenda * review team norms * choose timekeeper * choose recorder |
| **5 min** | The specific purpose for observing instruction will vary based on where a school is in the Data Wise Improvement Process, and the tasks required for each of the key elements will vary based on this purpose. Today we will watch a video that will allow us to be a fly on the wall as the Murphy fifth-grade team meets immediately before a classroom observation. The video picks up this team in the spring of the school year when the team members are deep into implementing an action plan that they had developmed many months before. With respect to the Purpose and Tasks chart, the team is in column C: their purpose for observing practice is to act and assess progress.  **Handout: Purpose and Tasks chart** |
| **5 min** | Background information on the Murphy School and how the fifth-grade team has frame its work thus far.  **Handout: Background Information** |
| **25 min** | **Video: *FOCUS***  Take notes in preparation for discussion: What evidence do you see that that the fifth-grade team has met (or not met) each of the four objectives of a FOCUS meeting:   * Review problems of learning and teaching * Provide context for the lesson * Discuss how observers should focus their attention * Discuss the extent to which observers should interact with students   **Discussion** |
| **20 min** | Develop our skill at observing and communicating what we see.  **Protocol: Vivid Images** |
| **15 min** | **Video: *OBSERVE*** |
| **5 min** | Looking ahead  **Plus/Delta Protocol** |